



State of Arizona  
Department of Education

**HNS# 047-13**  
SP 34-2012 (v.2)

MEMORANDUM

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**To:** Sponsors of the National School Lunch Program

**From:** Mary Szafranski, Deputy Associate Superintendent  
Arizona Department of Education, Health & Nutrition Services

Mark Frantz, Acting Director  
Arizona Department of Education, School Nutrition Programs

*Original Signed*

**Date:** August 21, 2013

**RE:** Certification of Compliance with New Meal Patterns: Certification Tools and Prototype Attestation

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This memorandum announces the updated materials for Certification for 6 Cents, set forth in the interim rule, *Certification of Compliance with Meal Requirements for the National School Lunch Program under the Healthy, Hunger-Free Kids Act of 2010*. While the lunch tools are unchanged from those issued in school year (SY) 2012-2013, the breakfast tools have been updated to reflect changes to the breakfast meal pattern for SY 2013-2014. School Food Authorities (SFAs) applying for Certification in SY 2013-2014, can use the breakfast and lunch menu worksheets located on the Arizona Department of Education (ADE) webpage for Menu Certification for Additional Reimbursement (<http://www.azed.gov/health-nutrition/nslp/menu-certification/>).

Available materials include:

- The SY 2013-2014 FNS-developed Certification Tools:
  - *Updated* Breakfast Certification Worksheet, Grades K-5
  - *Updated* Breakfast Certification Worksheet, Grades 6-8
  - *Updated* Breakfast Certification Worksheet, Grades 9-12
  - *Updated* Breakfast Certification Worksheet, Grades K-12
  - *Updated* Breakfast Certification Worksheet, Grades K-8
  - Lunch Certification Worksheet, Grades K-5
  - Lunch Certification Worksheet, Grades 6-8



- Lunch Certification Worksheet, Grades 9-12
- Lunch Certification Worksheet, Grades K-8
- The Attestation is no longer a separate form submitted by SFAs as part of the certification process.

During this year of transition for breakfast requirements, the Food and Nutrition Service (FNS) will not be approving software for breakfast certification. Therefore, specifications for the SY 2013-2014 breakfast tool have not been included. SFAs wishing to use software other than the FNS-provided breakfast tool should consult with their School Nutrition Programs Specialist at ADE.

As a reminder, SFAs must only be certified once. Once an SFA has been granted certification, ongoing compliance with meal pattern requirements will be monitored through administrative reviews. Therefore, SFAs that have already been certified for the SY 2012-13 do not need to reapply for Certification.

For all SFAs still needing to submit for Certification, please refer to the guidance found on ADE's webpage for Menu Certification for Additional Reimbursement (<http://www.azed.gov/health-nutrition/nslp/menu-certification/>). SFAs will need to demonstrate compliance with the lunch and breakfast meal pattern requirements in effect at the time of applying for Certification.

Please contact your School Nutrition Programs Specialist for questions concerning this guidance. Contact information can be found on the CNP Web homepage once logged into Common Logon.

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